

BROOKINGS COUNTY COMMISSION MEETING

Tuesday, April 18, 2006

The Brookings County Board of County Commissioners met in regular session on Tuesday, April 18, 2006, with the following members present: Dennis Falken, Emil Klavetter, Mary Negstad, Donald Larson, and Deanna Santema.

CALL TO ORDER

Chairperson Falken called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CONSENT AGENDA

Chairperson Falken declared the Consent Agenda approved with no objection from the board. The Consent Agenda consisted of the agenda for the April 18, 2006 Commission Meeting, and the minutes from the April 11, 2006 Commission Meeting.

Welfare Matters: Case # 06-053 for hospital was denied; Case # 06-028 for hospital was denied; Case # 06-041 for rent and utilities was approved; Case # 06-044 for utilities was approved; Case # 06-045 for utilities was approved; Case # 06-046 for rent was denied; Case # 06-047 for utilities was approved; Case # 06-048 for utilities was denied; Case # 06-049 for utilities was denied; Case # 06-050 for utilities was denied; Case # 06-027 for hospital was denied; Case # 06-029 for hospital was denied; Case # 06-030 for hospital was denied; Case # 06-032 for hospital was denied; Case # 06-033 for hospital was denied.

ROUTINE BUSINESS

Zoning and Drainage Director, Robert Hill met with the board to discuss a DENR Complaint, the Agriculture Subcommittee Meeting, the Lincoln County Wind Towers, and an upcoming Conference.

Emergency Management Director, Todd Struwe met with the board to discuss the Pandemic Meeting, the Reallocation Grant Application, the Homeland Security Meeting, and the POD Meeting.

Community Health Nurse, Trish Sterud met with the board to distribute the Community Health Services Report for the 1st Quarter of 2006 and to discuss the Pandemic and POD Meetings.

Treasurer, Vicki Buseth met with the board to distribute the March 2006 Treasurer's Report, and to discuss Delinquent Tax Agreements and the Elderly Tax Freeze Program.

Highway Superintendent, Ted Eggebraaten met with the board to discuss Bridge Construction, County & Township Roads, and the NACE Conference.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report and presented the 2006 County Board of Equalization Calendar.

Be it noted, the Highway transfers of \$4,651.82 recorded in the April 11, 2006 minutes were for the month of March 2006 (not February 2006.)

Be it noted, Register of Deeds statement of fees was filed in the County Auditor's Office collected for the month of March 2006 in the amount of \$24,227.00.

Be it noted, the Auditor's Account with the Treasurer for the month of March 2006 is as follows:

March 2006	\$7,890,926.31
Total amount of deposits in banks.....	
Total amount of actual cash: Currency.....	11,312.00
Coins.....	75.09
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days.....	78,230.65
Itemized list of all items, checks, and drafts in Treasurer's possession over 3 days...	638.95
Insufficient checks.....	1,495.90
T O T A L	<u>\$7,982,678.90</u>

Be it noted, March 31, 2006 General Fund Surplus Analysis was presented to the board.

GENERAL FUND SURPLUS ANALYSIS

The amount of General Fund dollars that counties can retain as surplus is restricted by SDCL 7-21-18.1 which states: "The total unreserved, undesignated fund balance of the general fund may not exceed forty percent of the total amount of all general fund appropriations contained in the budget for the next fiscal year. The total unreserved, undesignated fund balance of the general fund of the county as of March thirty-first and September thirtieth shall be published in the minutes of the proceedings of the board of county Commissioners and reported to the Department of Legislative Audit. The report shall be on forms prescribed by the Department of Legislative Audit."

The following analysis should be completed as of March thirty-first and September thirtieth of each year. Thereafter, the unreserved, undesignated fund balance amount should be published in the minutes of the governing board. This analysis should also be filed with the Department of Legislative Audit.

Brookings County March 31, 2006

ASSETS:

10100	Cash	3,624,595.36
10200	Cash Change	345.00
10300	Petty Cash	400.00
10400	Interest Bearing Accounts	
10500	Savings Certificates	
10700	Restricted Cash in Banks	15,123.92
10800	Taxes Receivable—Current	6,016,886.23
10900	Estimated Uncollectible Taxes Receivable--Current	
11000	Taxes Receivable—Delinquent	48,855.10
11100	Estimated Uncollectible Taxes Receivable--Delinquent	
11400	Judgment Receivable	
11700	Accounts Receivable	
11800	Estimated Uncollectible Accounts Receivable	
12800	Notes Receivable	
13100	Due from Other fund	
13200	Due from Other Government	
13300	Advance to Other Fund	
13500	Interest Receivable	
14100	Inventory of Supplies	
15100	Investments	
TOTAL ASSETS		<u>9,706,205.61</u>

GENERAL FUND SURPLUS ANALYSIS

LIABILITIES AND EQUITY:

20100	Claims Payable	
20200	Accounts Payable	86,480.95
20800	Due to Other Funds	
20900	Due to Other Governments	
21600	Accrued Wages Payable	
21700	Payroll Withholding Payable	
22300	Revenues Collected in Advance	
22400	Deferred Revenue	6,063,481.47

FUND BALANCES:

27102	Reserved for Inventory	
27103	Reserved for Advance to Other Funds	
27199	Reserved for Other Purposes (Specify)	
	Election HAVA	15,123.92
27201	Designated for Next Year's Appropriations (one of the following) March - 3/4 of the current year September - 1/4 of current year + subsequent year December - subsequent year	
27202	Designated for Other Purposes (Specify)	
	Generator & Automatic Transfer Switches	150,000.00
	Research Park	75,000.00
	Future Space Needs	1,750,000.00
27203	Designated for Capital Outlay Accumulations	
27209	Undesignated	1,566,119.27

TOTAL LIABILITIES AND EQUITY

9,706,205.61

Following Year General Fund Budget

(use current year for March analysis)

7,042,381.00

The unreserved, undesignated fund balance, account 27209,
divided by the following year General Fund budget
resulting in the fund balance percentage

22.24%

REGULAR BUSINESS

Motion by Klavetter, seconded by Negstad, to approve and authorize Chairperson Falken to sign Resolution 06-16; A Resolution for the Annexation of Territories to the City of Brookings, SD. Roll Call Vote: Larson "Aye," Negstad "Aye," Santema "Aye," Klavetter "Aye," Falken "Aye." Motion Carried.

Resolution # 06-16

WHEREAS, the City of Brookings desires to annex the following described property, to wit:

the east 350 feet of the SE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 2-T109N-R50W;

the north $\frac{1}{2}$ of the SE $\frac{1}{4}$ of Section 18-T110N-R49W except that portion of the east 720 feet of the south 1,450 of the SE $\frac{1}{4}$ which is a part of the N $\frac{1}{2}$ of the SE $\frac{1}{4}$.

Whereas pursuant to SDCL 9-4-5, such annexation is subject to review by the Board of County Commissioners.

THEREFORE, BE IT RESOLVED by the Brookings County Board of County Commissioners, that the annexation of the above described territory by the City of Brookings be and the same is hereby approved.

Adopted this 18th day of April, 2006.

Dennis Falken, Chairperson
Brookings County Commission

ATTEST:

Janet Willmott, County Auditor

Motion by Larson, seconded by Santema, to approve and authorize Chairperson Falken to sign Abatement Applications # 05-08 from Richard Blake in the refund amount of \$337.60 for the 2004 taxes; the property described as: Lot 50 Lake Poinsett Heights 1st Addition in SW $\frac{1}{4}$ of 05-112-52, Parcel # 11150-11252-05324. Roll Call Vote: Negstad "Aye," Santema "Aye," Klavetter "Aye," Larson "Aye," Falken "Aye." Motion Carried.

Motion by Santema, seconded by Negstad, to approve and authorize Chairperson Falken to sign the Agreement between Brookings County and Bob's Electric, Inc. of

Madison, SD for the Brookings County Courthouse/Detention Center Packaged Engine Generator Project in the amount of \$45,770.00. Roll Call Vote: Santema "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye." Motion Carried.

Be it noted, Chairperson Falken signed a Letter of Support for Corson County, SD.

Human Resources/Technology Assistant, Kristin Olsen met with the board to discuss Personnel Matters, County Health Officer, the Exterior Door Project, Court House Window Washing, and Correspondence.

GIS Coordinator, Jim Hagedorn met with the board to discuss the Flyover.

COMMISSIONER'S OPEN DISCUSSION

Commissioner Santema reported on the County Board of Equalization.

Commissioner Klavetter reported on the County Board of Equalization.

Commissioner Larson reported on the County Board of Equalization and discussed Amendment E.

Commissioner Negstad reported on the County Board of Equalization and the Excel Energy Meeting.

Commissioner Falken reported on the County Board of Equalization, the Housing Meeting, and updated the board on Amendment E.

Elections Supervisor, Stacy Steffensen met with the board to demonstrate the AutoMARK Voting Machine.

ADJOURNMENT

There being no further business, Chairperson Falken declared the meeting adjourned until Tuesday, April 25, 2006

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

Kelly Bakken
Deputy Auditor
Brookings County Auditor's Office